



NOTICE OF THE OPERATIONS COMMITTEE MEETING/SPECIAL MEETING OF THE BOARD OF DIRECTORS

Friday, November 15, 2024 at 9:30 AM

AGENDA

LOCATIONS:

Open Session to start at or after 9:30 a.m.

Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

The public may attend this meeting in-person or remotely using the following methods:

On a computer or smart device, go to: <https://marinwater.zoom.us/j/86822995553>

By phone, dial: **1-669-444-9171** and use Webinar ID: **868 2299 5553**

HOW TO PROVIDE PUBLIC COMMENT:

During the Meeting: Typically, you will have 3 minutes to make your public comment, however, the board president may shorten the amount of time for public comment due to a large number of attendees. Furthermore, pursuant to Government Code, section 54954.2 (the Brown Act), the Board may not take action or discuss any item that does not appear on the agenda.

-- **In-Person Attendee:** Fill out a speaker card and provide to the board secretary. List the number/letter (ex: 6a) of the agenda item(s), for which you would like to provide a comment. Once you're called, proceed to the lectern to make your comment.

-- **Remote Attendee:** Use the "raise hand" button on the bottom of the Zoom screen. If you are joining by phone and would like to comment, press *9. The board secretary will use the last four digits of your phone number to call on you (dial *6 to mute/unmute).

In Advance of the Meeting: Submit your comments by email in advance of the meeting to boardcomment@marinwater.org. To ensure that your comment is provided to the Board of Directors prior to the meeting, please email your comment 24 hours in advance of the meeting start time. Comments received after this cut off time will be sent to the Board after the meeting. Please do not include personal information in your comment such as phone numbers and home addresses.

AGENDA ITEMS:

1. **Call to Order and Roll Call**
2. **Adoption of Agenda**
3. **Public Comment on Non-Agenda Matters**

This is the time when any person may address the Board of Directors on matters not listed on this agenda, but which are within the subject matter jurisdiction of the Board.

4. **Regular Items** (9:40 a.m. – Time Approximate)

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on October 18, 2024

RECOMMENDATION: Approve the minutes

- b. District Paving Program Update

RECOMMENDATION: Receive staff update on current District paving program, District initiative to control paving costs, and next steps of the proposed pilot paving program

- c. Network Infrastructure Refresh Project

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting an agreement with Quest Technology Management for upgrades and maintenance of the District’s network equipment

5. **Upcoming Meeting**

The next Operations Committee Meeting/Special Meeting of the Board of Directors is scheduled for Friday, December 20, 2024.

6. **Adjournment** (10:30 a.m. – Time Approximate)

ADA NOTICE AND HEARING-IMPAIRED PROVISIONS

In accordance with the Americans with Disabilities Act (ADA) and California Law, it is Marin Water’s policy to offer its public programs, services, and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are an individual with a disability and require a copy of a public hearing notice, an agenda, and/or agenda packet in an appropriate alternative format, or if you require other accommodations, please contact the Board Secretary/ADA Coordinator at 415.945.1448, at least two business days in advance of the meeting. Advance notification will enable Marin Water to make reasonable arrangements to ensure accessibility.

Information agendas are available for review at the Civic Center Library, Corte Madera Library, Fairfax Library, Mill Valley Library, Marin Water Administration Building, and marinwater.org.

Posted: 11-12-2024



STAFF REPORT

Meeting Type: Operations Committee/Board of Directors
Title: Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on October 18, 2024
From: Terrie Gillen, Board Secretary
Through: Ben Horenstein, General Manager
Meeting Date: November 15, 2024

TYPE OF ACTION: X Action Information Review and Refer

RECOMMENDATION: Approve the minutes

SUMMARY: The Operations Committee/Board of Directors held a meeting on October 18, 2024. The minutes of that meeting are attached.

DISCUSSION: None.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: None.

ATTACHMENT(S):

1. Draft October 18, 2024 Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
Communications & Public Affairs Department	 Terrie Gillen Board Secretary	 Ben Horenstein General Manager



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MINUTES

LOCATIONS:

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Marin Water Board Room – 220 Nellen Avenue, Corte Madera, CA 94925

Public Participation:

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AGENDA ITEMS:

1. Call to Order and Roll Call

Chair Larry Russell called the meeting to order at 9:30 a.m.

DIRECTORS PRESENT

Matt Samson
Monty Schmitt
Jed Smith
Ranjiv Khush
Larry Russell

2. Adoption of Agenda

Director Smith made the motion to adopt the agenda, and Director Schmitt seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Schmitt, Smith, Khush, and Russell

3. Public Comment on Non-Agenda Matters

There were no public comments.

4. Regular Items

- a. Minutes of the Operations Committee Meeting/Special Meeting of the Board of Directors on September 20, 2024

RECOMMENDATION: Approve the minutes

Director Smith made the motion to approve the minutes. Vice Chair Khush seconded the motion.

There were no public comments.

Voting Yea: Directors Samson, Schmitt, Smith, Khush, and Russell

- b. Nicasio Spillway Modification Project Environmental Review and Permitting Services

RECOMMENDATION: Review and refer to a future regularly schedule Board meeting for contract award for the Nicasio Spillway Modification Project Environmental Review and Permitting Services Contract

Engineering Director Alex Anaya introduced Engineering Planning Manager Elysha Irish, who presented this item.

Discussion followed.

There were no public comments.

Vice Chair Khush made the motion to refer this item to the Board to consider for approval at a future meeting. Director Samson seconded the motion.

- c. Amendment No. 3 to Agreement 6240

RECOMMENDATION: Authorize the General Manager to execute Amendment No. 3 to Agreement 6240 with Black and Veatch to extend the contract date and expand the scope of services in support grant application development for critical infrastructure projects

Engineering Director Anaya and Planning Manager Irish also presented this item.

There was discussion throughout the presentation.

There were no public comments.

Vice Chair Khush made the motion to refer this item to the Board to consider for approval at a future meeting. Director Samson seconded the motion.

d. Water Loss Update

RECOMMENDATION: Receive the staff update on the District’s water loss pilots

Water Efficiency Manager Carrie Pollard with Superintendent of Operations Ben Bauer, Advanced Metering Infrastructure (AMI) Manager Craig Lauridsen, and Assistant Water Resources Specialist Nick Busse provided a presentation. There was discussion throughout.

There were two (2) public comments.

This was an information item. No formal action was taken.

5. Upcoming Meeting

Chair Russell announced that the next Operations Committee Meeting was scheduled for November 15, 2024.

6. Adjournment

There being no further business, the Operations Committee Meeting/Special Meeting of the Board of Directors have adjourned on October 18, 2024 at 10:33 a.m.

Board Secretary



STAFF REPORT

Meeting Type: Operations Committee/Board of Directors
Title: District Paving Program Update
From: Alex Anaya, Director of Engineering
Through: Ben Horenstein, General Manager
Meeting Date: November 15, 2024

TYPE OF ACTION: Action X Information Review and Refer

RECOMMENDATION: Receive staff update on current District paving program, District initiative to control paving costs, and next steps of the proposed pilot paving program

SUMMARY: The District’s asphalt concrete paving costs have risen in recent years for planned maintenance, emergency repairs, and capital projects within jurisdictions in the District’s service area. In recognition of these cost increases, the District has been implementing changes to day-to-day procedures that help to realize cost savings on capital and operational projects that have a paving component associated with them. In order to help evaluate paving requirements and compare them to industry standards throughout the US, the District contracted with Kimley-Horn. Out of this work, Kimley-Horn helped to develop a proposed pilot paving program that the District could implement with collaborating jurisdictions on future projects in an effort to save costs incurred by the District.

Staff will provide a presentation that highlights initiatives taken to control paving costs, the status of the pavement management study, and next steps of the proposed pilot paving program.

DISCUSSION: The District’s Operations Division performs approximately 440 water system leak or water main break repairs per year, while the Engineering Division replaces upwards of six miles of water pipeline per year through its Capital and Fire Flow Improvement Programs. The District has experienced an increase in pavement restoration costs for both planned maintenance and emergency repairs as well as capital projects within jurisdictions in the District’s service area. This increase in paving costs has outpaced material and labor costs in the San Francisco Bay Area, prompting the District to evaluate cost-saving opportunities on projects and to pursue the development of a pilot program that the District could implement on future projects with collaborating jurisdictions.

Some of the procedural efforts staff have taken to reduce paving costs include:

- Aligning District infrastructure repairs with Jurisdictional capital projects;
- Optimizing the location of District water pipeline to reduce total paving restoration requirements; and

- Negotiating roadway restorations with more consideration of existing pavement conditions.

In order to develop a paving pilot program, the District contracted with Kimley-Horn, who specializes in pavement and roadway infrastructure amongst other civil engineering specialties, to study optimal ways of evaluating roadway restoration projects with an eye to developing a restoration standard and process that would reduce the current restoration standard and result in cost savings for the District. The District will be able to utilize the engineered paving restoration solution to negotiate with jurisdictions within the District’s service area in an effort to reduce subjective pavement condition ratings that normally result in extensive paving restoration limits. The goal is to provide a more cost-effective and minimally impactful solution to the public and environment. The key goal of this effort is to develop a pavement restoration standard that provides similar or improved roadway performance, aesthetics, and rideability to the current standards without the extensive pavement restoration requirements.

This effort culminated in recommendations for a pilot paving program centered on pavement performance standards and performance warranty agreements that will be presented to local jurisdictions that have expressed interest in participating in the proposed program. The District and Kimley-Horn are currently preparing a proposed paving standard and draft memorandum of understanding that would incorporate a long-term pavement performance warranty. Once complete, staff will return to a future Board meeting for authorization to execute the memorandum of understanding for this effort. Staff is looking to start discussions with local jurisdictions early next year to implement this proposed pilot program.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: None.

ATTACHMENT(S): None.



STAFF REPORT

Meeting Type: Operations Committee/Board of Directors

Title: Network Infrastructure Refresh Project

From: Bret Uppendahl, Finance Director *BU*

Through: Ben Horenstein, General Manager *BH*

Meeting Date: November 15, 2024

TYPE OF ACTION: Action Information X Review and Refer

RECOMMENDATION: Review and refer to a future regularly scheduled Board meeting an agreement with Quest Technology Management for upgrades and maintenance of the District’s network equipment

SUMMARY: Much of the current hardware supporting the District network is well past its service life or will no longer be supported by the manufacturer within a year. Additionally, remediation is required to replace cabling and fiber infrastructure to support modern networking standards and increased speeds. Lastly, the current Wide Area Network (WAN) architecture can be simplified by migrating off of the current solution and moving towards WAN services directly provided by our primary carrier.

Staff is proposing network equipment replacement and cabling infrastructure upgrades at all sites that require remediation. Staff obtained estimates of the hardware purchases required for the replacement of current network hardware as well as “not to exceed” quotes to perform remedial cabling work at every District site (Administrative Building, Corporation Yard, Bon Tempe Treatment Plant, Sky Oaks, San Geronimo Treatment Plant and Ignacio). All work will be performed in this fiscal year and funding to cover both equipment purchasing and cabling services is currently available within the Information Systems department budget.

This project marks an important step in improving the reliability, capacity, and performance of the District local and wide area networks and is critical for the delivery of IT services, solutions, and applications across the organization.

DISCUSSION: This Network Infrastructure Refresh project is necessary to ensure future serviceability and manageability of the District’s network and is a crucial component supporting

the adoption of cloud services and the modernization of the District’s ERP infrastructure. There are several benefits to the District in approving this Project:

Ensure Future Serviceability: Core portions of the current network were manufactured on or before 2003. Typical service life of networking equipment is 10 years. The network “core” will exceed its extended service life in December of this year. Most core network components are or will soon be no longer supported or serviceable.

Simplification and Cost Reduction: A key benefit of this project will be the removal of an overly complex and costly Software-Defined WAN infrastructure and an opportunity to migrate to data services procured under the CALNET 3 contract, which is a statewide contract that provides telecommunications services at special rates for local governments. This will not only reduce recurring costs, but will also reduce network outages, increase performance, and reduce latency on the network. Network speeds between sites will improve, capacity will be increased, and cloud services will be more responsive.

Addresses Current Pain Points: The current network architecture has several pain points that will be eliminated by this project.

1. Improve the connection between all switch interfaces removing current data bottlenecks currently in our networks
2. Move network intermediate distribution frames at Bon Tempe, Ignacio and Corporation Yard to secure and environmentally stable locations
3. Allow the IT Team to properly segment and control traffic between all sites eliminating the current problems with the Cisco VoIP phone system
4. Properly manage and filter internet traffic to ensure business systems and applications get the highest speed and priority
5. Improve WAN connections between all sites allowing for faster data speeds on large files and allow for unification of the two production data centers

Expanded Wi-Fi Capabilities: The implementation of this project provides the opportunity to create and manage several Wi-Fi networks with varying methods of authentication and resource allocation. In addition to providing dedicated Wireless Networks for District Devices, Employee Devices, and Guest Devices, the re-distribution of Wireless Access Points will greatly expand current coverage by including new high density Wi-Fi 6 and Outdoor Access Points. Real-time heat maps will allow for redistribution and or expansion of Access Points as needed.

Advanced Networking Capabilities: Another benefit of this project is the introduction of advanced networking capabilities not currently available with the current network infrastructure. Some of these new capabilities will include:

- Real-time utilization and diagnostic reports
- The ability to visualize network traffic in real-time allowing IT staff to spot potential issues or bottlenecks and resolve issues quickly
- The ability to optimize performance by re-routing network traffic
- The ability to custom tailor network resources according to business needs at the application and or protocol/port level

Advanced Threat Protection: Included with this project are subscriptions for Cisco AMP and Umbrella. These two powerful security tools allow for better and a vastly more robust security posture and will allow IT staff to track and mitigate any security threats in real time with unprecedented speed and accuracy.

Remote Serviceability: Cisco Meraki equipment can be easily and remotely managed and allows the Information Technology team to develop advanced network skills necessary for success in future technology initiatives.

ENVIRONMENTAL REVIEW: Not Applicable.

FISCAL IMPACT: As shown in the table below, the estimated cost of the Network Infrastructure Refresh Project is projected to be \$364,621 in FY 2024/25. This includes all networking equipment, cabling, and fiber upgrades as well as professional services for execution of the project. The first five years of licensing costs and maintenance are included in this agreement. Future licensing costs will be included in the Information Technology department budget.

Component	Description	Quote
Network Hardware	<ul style="list-style-type: none"> All new Cisco Meraki Switches, Firewalls, Access Points and Optical Connectors 	\$259,693
Admin Building/Corp Yard	<ul style="list-style-type: none"> Install armored and outdoor-rated fiber optic cable Install a 12U network rack in the electrical room. Install 1 Cat 6 plenum rated cable for a feeder from the electrical room to an existing rack in the Lab. Install 275 feet of indoor/outdoor fiber between the electrical room and the warehouse. Install 1 harsh environment 42U network cabinet. 	\$54,928
Bon Tempe/ San Geronimo/ Ignacio	<ul style="list-style-type: none"> Install a 10-12U wall mounted rack Install a 3U vertical network rack. Install new 24-port modular patch panels. Relocate the OSP cables and Access Points Install Cat 6 data drops 	\$30,000
Sky Oaks	<ul style="list-style-type: none"> Install a new 24-port modular patch panel. Install approximately 15 plenum rated data cables. Run new 6 Strand outdoor rated fiber between ranger station and both trailers 	\$20,000

Total Project Cost: \$364,621

ATTACHMENT(S): None.